

UNITED STATES GOVERNMENT

# Memorandum

TO : Acting Registrar/TR

DATE: 24 September 1965

FROM : Chief, External Training Branch

25 YEAR RE-REVIEW

SUBJECT: Weekly Activities Report No. 27  
20 September - 24 September 1965

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B 1. [ ] OCR, has made preliminary arrangements for Herner & Co., Washington, D. C., to conduct a course, Evaluation of Information Retrieval Systems, at a cost of \$1,600.00. The course is in connection with Project CHIVE. The course will have two NPIC and 23 OCR employees. Clearance procedures have been initiated on the two instructors. OCR is preparing a memorandum to DTR.

B 2. This year the Pentagon Nuclear Weapons Briefings will be held 5 - 7 October. The Agency will send 24 employees. sent 23

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3. We have received our first name, [ ] AF, for the National Interdepartmental Seminar, beginning 25 October 1965.

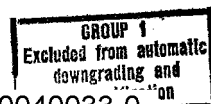
4. During a conversation with Lt. Colonel Robert Bieber, AFPTRE, (Pentagon), [ ] confirmed that the Agency will use the three spaces allocated in Class 67 at the Air War College. A confirming memorandum will be sent. Col. Bieber wanted to know if we were planning to use our invitation to the Command and General Staff College, Maxwell AFB.

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25X1 [ ] said that our participation is presently being discussed.

5. The invitational letter for the Armed Forces Staff College gave 15 October as the nomination deadline. I confirmed with Lt. Colonel Rettie that we will use our four spaces but that we may not be able to give the names in the near future. Col. Rettie said, "it is our standard form letter and don't worry about the deadline. Actually, I was planning to change the letter this year but it got out before I revised it." He was going to include a statement that family quarters would be available for civilian students. This year civilians will compete equally with military personnel for housing. The family

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quarters are furnished but do not include linens, cooking utensils, etc. He felt that a "well-packed car" would be all that was necessary. As the program is five months' duration, we have always sent our students TDY. Many of them felt it would be desirable to have their families at the school. We could, if desired, send families at only a small additional cost, couple of foot lockers by Railway Express. Col. Rettie stressed that housing would be on a competitive basis.

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B 6. Mr. Lawrence Houston plans to send one of his employees to INSEAD (European Institution of Administration), [redacted] for a long program. The purpose of the training is to prepare him for a future [redacted] assignment with [redacted]. Prior to requesting approval, the OGC Training Officer has requested the Registrar Staff to secure additional information about the program. I agreed to do so after meeting with a representative [redacted]

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